

MINUTES OF THE MEETING
OF THE
CHICOPEE HOUSING AUTHORITY
OCTOBER 14, 2009

The Members of the Chicopee Housing Authority met in regular session on October 14, 2009 at 7 Valley View Court in the City of Chicopee, Massachusetts. The meeting was called to order by the Vice Chairperson Bruce Socha. Upon roll call those present were as follows:

Present:	Bruce Socha Chester Szetela Brian Hickey Tameika Reye'la Martinez	Absent: Charles Swider
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NOTICE OF MEETING

Notice is hereby given that in accordance with Section 23B of Chapter 39, General Laws as amended that the regular meeting of the Members of the Chicopee Housing Authority will be held on October 14, 2009.

CERTIFICATION AS TO SERVICE OF NOTICE

I, Monica Pacello Blazic, the duly appointed, qualified and acting Secretary of the Chicopee Housing Authority do certify that on December 12, 2008 I filed in the manner provided by Sec 23B. Chapter 39, General Laws, as amended with the Clerk of the City of Chicopee, Massachusetts. I filed said notice with a Member of the office staff in the City Clerk's office.

Also in attendance were the following: Secretary Monica Pacello Blazic, Assistant Executive Director, Patricia Murry, Finance Director, Denis Vermette, Modernization Coordinator, Robert Kachinski, and Carmen Estrada, Recording Secretary.

Upon a motion made by Brian Hickey which was seconded by Chester Szetela, it was unanimously voted to approve the Minutes of the Meetings held on September 9, 30, 2009 without being read.

The Treasurer distributed copies of reports regarding the summary of operations and operating statements for the period ending August 31, 2009, which was then read by the Director of Finance.

Upon a motion made by Chester Szetela, which was seconded by Tameika Raye’la Martinez, it was unanimously voted to accept the Treasurer’s report as given.

Upon a motion made by Chester Szetela which was seconded by Brian Hickey, it was unanimously voted to approve payment of the bills.

CHECKS ISSUED

REVOLVING FUND/PAYROLL	63809 - 63995	\$956,538.58
SECTION 8	41717 - 41894	\$206,047.42

A tabulation of those bills to be paid is contained in the Member’s folders.

Assistant Executive Director Patricia Murray gave a verbal report on collection fraud for the 1st. quarter.

Modernization Coordinator Robert Kachinski reported the following:

Senecal:

Waiting for DHCD to sign the contract.

BIRCH BARK:

Waiting for DHCD to sign the contract.

CANTERBURY GENERATOR:

Engineer preparing preliminary design.

CABOT CAMERAS:

The Massachusetts DPS ruled against CNC, the contractor hired to Install the security cameras, for its use of a local sub contractor. A letter was sent to CNC to terminate both camera contracts. CNC president David Rusilas signed the letter acknowledging hi agreement to terminate the contracts. The camera project will be rebid ASAP.

STIMULUS PROJECTS:

CANTERBURY Elevator: Architect preparing preliminary design, working with engineer.

CABOT GUTTERS: Bid opening was held today. The project was estimated at \$98,000; low bid was \$99,875.

MEMORIAL BASEMENT WINDOWS: Quotes for new basement and stairwell windows were received today. The project was estimated at \$9,000; low contractor quote was \$8,250.

Upon a motion made by Chester Szetela which was seconded by Tameika Raye’la Martinez, it was unanimously voted to accept the committee reports as received.

In the matter of the camera installation, the State Licensing Department

has issued a letter stating that the Contractor must be licensed in Massachusetts for camera installation. In light of that decision, the Housing Authority has terminated the contract with Control Network Communications Inc. The Housing Authority will go out to bid for the camera installation within the next two weeks and the bid will include language regarding licensing.

The Secretary gave a brief report regarding the above matter.

The Housing Authority is in receipt of invoice #8 for payment from JDL of Franklin County, Inc. for the replacement of exterior doors at Cabot Manor Apartments (AMP 8-1) in the amount of \$20,471.00.

Upon a motion made by Brian Hickey which was seconded by Chester Szetela, it was unanimously voted to approve payment as requested above, which is in accordance with the terms of their contract.

The Housing Authority is in receipt of invoice (#4) for payment from Village Forge Inc. for balcony concrete work at Fairhaven Apartment in the amount of \$4,396.09.

Upon a motion made by Chester Szetela which was seconded by Brian Hickey, it was unanimously voted to approve payment as requested above, which is in accordance with the terms of their contract.

The Housing Authority is in receipt of invoice #1 for payment from the Bay State Rug Company for the hallway carpet replacement at Kida Apartments in the amount of \$25,500.00. This invoice is in accordance with the terms of the contract requirements.

Upon a motion made by Brian Hickey, which was seconded by Tamieka Raye'la Martinez, it was unanimously voted to approve payment as requested above.

The Housing Authority is in receipt of invoice #1 for payment from Gardner Construction & Industrial Services for reimbursement for bonds associated with the tunnel project at Senecal Apartments in the amount of \$4,292.00. This invoice is in accordance with the terms of the contract requirements.

Upon a motion made by Chester Szetela which was seconded by Brian Hickey, it was unanimously voted to approve payment as requested above.

The Housing Authority is in receipt of invoice #2 for payment from Alpha

Contracting Assocs. Inc for the Fairhaven Community Room upgrade in the amount of \$11,613.75. This invoice is in accordance with the terms of the contract requirements.

Upon a motion made by Chester Szetela which was seconded by Tameika Raye'la Martinez, it was unanimously voted to approve payment as requested above.

The Housing Authority is in receipt of invoice # 1 for payment from Valley Opportunity Council for the Summer Program in the amount of \$49,917.17. This invoice is in accordance with the terms of the contract requirements.

Upon a motion made by Chester Szetela which was seconded by Brian Hickey with Tameika Raye'la Martinez obtaining, it was voted to approve payment as requested above.

The following resolution was introduced by Chester Szetela, read in full and considered.

RESOLUTION NO. 4913

Whereas, the firm of Northeastern Commercial Services Inc. submitted a Certificate of Substantial Completion for the replacement of door locks at apartments on Volpe Drive.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve the Certificate of Substantial Completion as submitted by the firm of Northeaster Commercial Services, Inc., for the replacement of door locks at Volpe Drive Apartments, Project 705-1.

Chester Szetela moved that the foregoing resolution be adopted as introduced and read, which was seconded by Tameika Raye'la Martinez and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Chester Szetela	NAYS: None
Tameika Raye'la Martinez	
Brian Hickey	
Bruce Socha	

The Vice Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Brian Hickey, read in full and considered.

RESOLUTION NO. 4914

Whereas, the firm of Northeastern Commercial Services Inc. submitted a

Certificate of Substantial Completion for the door lock changes at Cabot Manor Elderly Apartments and for basement locks.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve the Certificate of Substantial Completion as submitted by the firm of Northeastern Commercial Services, Inc. for the door lock changes at Cabot Manor Elderly Apartments and for basement locks, Project MA 8-1

Brian Hickey moved that the foregoing resolution be adopted as introduced and read, which was seconded by Chester Szetela and upon roll call the “Ayes” and “Nays” were as follows:

Ayes: Brian Hickey	NAYS: None
Chester Szetela	
Tameika Raye’la Martinez	
Bruce Socha	

The Vice Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Chester Szetela, read in full and considered.

RESOLUTION NO. 4915

Whereas, the Housing Authority has reviewed the rates of the utility companies and found no need to revise the Utility Schedule for the Housing Choice Voucher Program (Section8). In addition, the Housing Authority has raised the payment standards to reflect 100% of the newly published Fair Market Rents as of October 1, 2009.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve the payment standards to reflect 100% of the published Fair Market Rents effective October 1, 2009 as follows:

CURRENT PAYMENT STANDARD		PROPOSED PAYMENT STANDARD
0 BEDROOM	\$579.00	\$610.00
1 BEDROOM	\$688.00	\$726.00
2 BEDROOM	\$874.00	\$922.00
3 BEDROOM	\$1046.00	\$1104.00
4 BEDROOM	\$1214.00	\$1281.00

Chester Szetela moved that the foregoing resolution be adopted as introduced and read, which was seconded by Tameika Raye’la Martinez and upon roll call the “Ayes” and “Nays” were as follows

AYES: Chester Szetela
Tameika Raye'la Martinez
Brian Hickey
Bruce Socha

NAYS: None

The Vice Chairperson thereupon declared said motion carried and said resolution adopted.

The Republican Newspaper has requested permission to extend their newspaper agreement for home delivery to our residents at Senecal Apartments and George Robinson Apartments. Newspaper delivery will begin in November at no cost to our residents.

The Housing Authority is in receipt of a letter from the Housing Authority Insurance Group extending their congratulations to the Authority as a recipient of the Low Loss Ratio Award for the years from 2005 -2007. The award was based on an average loss ratio below 50%.

The following resolution was introduced by Brian Hickey, read in full and considered.

RESOLUTION NO. 4916

Whereas, Alpha Contracting Assocs., Inc. has submitted a Certificate of Substantial Completion for the upgrade to the Fairhaven Community Room.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve the Certificate of Substantial Completion submitted by the firm of Alpha Contracting Assoc., Inc. for the upgrade to the Fairhaven Community Room, Project 667-6.

Brian Hickey moved that the foregoing resolution be adopted as introduced and read, which was seconded by Chester Szetela and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Brian Hickey
Chester Szetela
Tameika Raye'la Martinez
Bruce Socha

NAYS: None

The Vice Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Chester Szetela, read in full and considered.

RESOLUTION NO. 4917

Whereas, Village Forge Inc. has submitted a Certificate of Final Completion for the repair of the fourteen (14) balconies at Fairhaven Apartments.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve the Certificate of Final Completion as submitted by the firm of Village Forge, Inc. for the repair of fourteen (14) balconies at Fairhaven Apartments, Project 667-6

Chester Szetela moved that the foregoing resolution be adopted as introduced and read, which was seconded by Tameika Raye'la Martinez and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Chester Szetela	NAYS: None
Tameika Raye'la Martinez	
Brian Hickey	
Bruce Socha	

The Vice Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Chester Szetela, read in full and considered.

RESOLUTION NO. 4918

Whereas, J.D.L. of Franklin County, Inc. has submitted a Certificate of Final Completion for the installation of interior doors and screens for the family units at Cabot Manor Apartments (AMP 8-1).

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve the Certificate of Final Completion as submitted by the firm of J.D.L. of Franklin County, Inc. for the installation of interior doors and screens for the family units at Cabot Manor Apartments (AMP 8-1).

Chester Szetela moved that the foregoing resolution be adopted as introduced and read, which was seconded by Brian Hickey and upon roll call the "Ayes" and "Nays" were as follows:

Ayes: Chester Szetela	NAYS: None
Brian Hickey	
Tameika Raye'la Martinez	
Bruce Socha	

The Vice Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Tameika Raye'la Martinez, read in full and considered.

RESOLUTION NO. 4919

Whereas, the Housing Authority has offered the Assistant Modernization Coordinator position to Anthony Whalen and he has accepted the position at the annual salary of \$45,000.00. Mr. Whalen has been employed by the Housing Authority for the past three (3) years in the position of Housing Inspector and this selection fills the position left vacant by the promotion of Robert Kachinski. Effective date for this position will be October 19, 2009.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve employee Anthony Whalen to the position of Assistant Modernization Coordinator at the annual salary of \$45,000.00 to be effective October 19, 2009.

Tameika Raye'la Martinez moved that the foregoing resolution be adopted as introduced and read, which was seconded by Chester Szetela and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Tameika Raye'la Martinez	NAYS: None
Chester Szetela	
Brian Hickey	
Bruce Socha	

The Vice Chairperson thereupon declared said motion carried and said resolution adopted.

The Secretary thanked Bruce Socha for the material and sign for Fairhaven.

There, being no further business to come before the meeting, therefore, upon a motion made by Brian Hickey which was seconded by Chester Szetela, it was unanimously voted to adjourn at 6:25 p.m.

Due to the Veterans Day Holiday, the next regular meeting is scheduled to be held on Tuesday, November 10, 2009 at 6:00 p.m.

ATTEST:

CARMEN N. ESTRADA, RECORDING SECRETARY